

Calais Roads Advisory Committee Meeting
Tuesday, August 28, 2014
at the Calais Town Hall
11:00 am
Approved Sept 16, 2014

Committee members present clock wise from the chair: Stephanie Kaplan (Vice Chair), , Peter Harvey (Secretary), Gary Schultz, and Barbara Weedon.

Committee members absent: Conrad Smith and Doug Lilley

Others: Toby Talbot and Denise Wheeler

This meeting began at 11:05 AM.

This meeting:

- Public Comments
- Approve minutes of:
 - July 15, 2014
 - Approved as submitted 3-0-1 (Barbara abstained because she had been absent)
 - July 29, 2014
 - Approved with a revision 3-0-1 (Gary abstained because he had been absent)
- Toby Talbot about guard rails
 - Toby gave comparative prices for guard rails and asked that we consider less expensive guard rails (the Calais Standards specify wooden or box beam rails and posts) in some cases. He gave us some comparisons:
 - Wood rail \$45/linear ft
 - New steel \$19/linear ft
 - Used steel rail \$14/linear ft
 - New rust finish \$20.15/linear ft
 - Timber backed with steel rail \$91/linear ft
 - This decision does not have to be made today. The Committee will discuss it at the next meeting.
 - The question was asked; will we have to revise the Calais Standards to allow for different guard rails?
- Toby - Class 4 Road maintenance

- Stephanie asked why a couple of class 4 roads (Dailey Rd. and Hayden Rd.) have been graveled and graded when class 3 roads still need a lot of work. Toby told us that the road crew does minimal work on class 4 roads when someone complains and it is convenient for them because they are working close by, but he has not seen either road recently.
- Stephanie asked him and Denise to look into it.
- Peter said he would drive Hayden Rd to look at it after the meeting.
- Toby – Road Supervisor Update
 - Toby showed us two software programs he is working with programmer Robert Turner to adjust for use here in Calais. One program would be updated project by project by the road crew members as they work on roads. The other program will keep track of road conditions to plan future work.
 - Toby will experiment with putting a monthly update Road Work report on the Town website.
- Toby – fall work schedule
 - When asked what the road crew will be doing this fall, Toby told us that it depends on the weather. He could not say for certain.
- Peter's meeting with Toby (Calais Highway Operations Manager) Wednesday, July 23, about:
 - the road work done on North Calais Rd below Don Fair's barn
 - This section of road drains toward a brook that runs under the road at the foot of the slope.
 - The road crew built shallow round bottomed ditches and a stone line settling pool on each side of the road to catch the run off before the stream.
 - They planted grass in the ditches and the verge
 - They added a foot of gravel on top of filter fabric on the road surface up the slope. The filter fabric will keep the fines from the new gravel from filtering down into the base and keep the base permeable for good drainage.
 - to look over the red notebook in the vault – Roads Data and Info that Toby keeps his reports in the Town Clerk's Office.
 - Toby went through each section and answered Peter's questions about them.
 - ask about adding road counter sites to the list Peter gave the Selectboard at their 6/9/2014 meeting.

- The road counter, that also charts speed and direction of vehicles on an hourly basis, are being put out by the Central Vermont Regional Planning Commission to study Calais traffic patterns and speeds.
- Updates on traffic counters
 - Toby is receiving the data
- Traffic counter recommendations
 - Peter will get more traffic counter locations to Toby
- Letter about open meeting law changes from Selectboard
 - Peter briefly discussed the open meeting law requirements about working emails between members and handed a letter from the Selectboard to the Road Committee to Stephanie
- New member recommendations
 - Peter and Stephanie will each ask a couple of residents from the east side of Calais to be members of the Roads Advisory Committee
- Discuss whether the Town Plan revisions adequately address the Calais Town Road and Bridge Standards.
 - Stephanie and Peter will contact Planning Commission member Betsy Parah, bafmcgee@aol.com who wrote the Transportation section of the revised Town Plan, with their comments that relate to the Calais Road and Bridge Standards.
- Review our current charge from the Selectboard.
 - Stephanie asked Denise to put the Roads Committee the agenda to update our charge.
- Discuss road classification recommendations to the Selectboard
 - Stephanie asked Denise to meet with the Selectboard to discuss road classifications.
- What are our committee's next tasks?
 - Not addressed this morning.
- Other business
 - Denise asked our thoughts about somehow attaching Conrad's name to the Road & Bridge Standards document.
 - Denise told us about an August 27, 2014 email from Alec Portalupi. She had asked him for official Vtrans documentation showing that our Calais Standards had been approved by the State that we can attach to our standards. He responded with an email (Aug 27, 2014 7:33 AM) where he wrote: [Denise,](#)

The adoption of codes and standards which deviate from the State-approved template do not require any formal approval from the State. The signed Certification of Compliance form is all that is required for towns which adopt modified codes and standards. The fact that we logged your codes and standards into our spreadsheet showing a "Y" for meeting or exceeding the State-approved template indicates that we were satisfied with your adopted version.

Alec

- Denise asked about share the road signs. Peter will email her and the committee members the pictures of signs he has found on line.
- Next meeting agenda items:
 - We canceled the Sept 2, meeting because we will not have a quorum.
- Adjourn
 - @ 11:25 AM
- Next regular meeting: Sept. 16, 2015, 10 am at the Calais Town Hall..

Submitted by Peter Harvey, Secretary